

**GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD  
REGULAR MEETING  
MINUTES**

**Thursday, November 20, 2025 @ 1:00 pm**

**Roseville Chamber of Commerce  
650 Douglas Blvd.  
Roseville, CA 95678**

**Teleconference Locations:**

I. **ROLL CALL AND INTRODUCTION OF GUESTS**

Quorum was established and meeting called to order at 1:00 pm by Chair Larkey. Announced and welcomed new Workforce Board Development Board members, Debbie Manning and Tom Williams

Rick Larkey (Chair)

Rana Ghadban (Vice-Chair)

Amy Schulz

Jeff Richard

Tink Miller

Daniela Devitt

Jennifer Poff

Todd Beingessner

Debbie Manning

Michael Snead

Tom Williams

Eric Henkel

Nick Gunn

Vivian Hernandez-Obaldia

Janis Aydelott

Scott Alvord

Volma Volcy\*

Jason Buckingham

Steven Casperite

William Gonzalez

William Reed

**GSJTA Staff:**

Melissa Keefe

Lisa Nelson

Guests: Cara Welch, EDD LMID

*\*Denotes late arrival or early departure*

II. **APPROVAL OF AGENDA**

Buckingham requested to amend the agenda, removing the teleconference location.

**Motion** to approve agenda as amended, by Reed, second by Henkel

**Motion** approved unanimously

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

- a) Approval of minutes from September 18, 2025, WDB Meeting
- b) Approval of minutes from October 07, 2025, WDB Special Meeting
- c) Review of minutes from September 18, 2025, EC Meeting
- d) Review of minutes from October 30, 2025, Special EC Meeting
- e) Attendance log

**Motion** to approve consent agenda items a-e by Miller, second by Reed

**Motion** approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

*\*Volcy arrived @1:15pm*

V. WORKFORCE DEVELOPMENT BOARD NEW MEMBERS

- Debbie Manning, President & CEO, El Dorado Hills Chamber of Commerce (Business)
- Tom Williams, Owner & CFO, Express Employment Professionals (Business)

New board members Manning and Williams each gave a brief introduction as they are welcomed additions to the board.

VI. GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD THREE-YEAR STRATEGIC PLAN

NiVack Group, Gunn provided a report out; a presentation was shared, roundtable discussion occurred.

Mission and Vision Statement were approved.

Three-Year Strategic Plan, with amendments, was approved.

Golden Sierra WDB will focus on three Strategic Priorities and update the plan annually, as needed.

- 1) Employer Engagement
- 2) System Coordination and Accessibility
- 3) Outreach and Awareness

Employer Engagement Ad Hoc Committee was approved during October retreat for #1; opened to allow more board members to join.

**Motion** to Create Ad Hoc Committee for #2 - System Coordination and Accessibility, by Snead, second by Richard

**Motion** to approve Golden Sierra Workforce Development Board Three-Year Strategic Plan as amended, to remove timelines, by Ghadban, second by Miller

**Motion** to require all board members to serve on at least one Ad Hoc Committee pertaining to the Strategic Plan (1-Employer Engagement, 2-System Coordination and Accessibility, and/or #3-Outreach and Awareness, by Ghadban, second by Miller

**All Motion(s) approved unanimously by roll call vote**

VII. ARTIFICIAL INTELLIGENCE (AI) DISCUSSION

Larkey reported out, provided handouts, roundtable discussion occurred, how to use AI responsibly, leverage AI, salary impacts, navigating AI. Information only - no action required.

*\*Volcy departed @ 2:15pm, Snead departed @ 2:35pm*

VIII. AJCC OPERATOR UPDATE

A report was provided as outlined in the agenda packet; Information only - no action required.

IX. WORKFORCE DEVELOPMENT BOARD MEMBER INTRODUCTIONS

Process was outlined in the agenda packet; Aydelott anticipated to present her Bio at the January 2026 meeting. Information only - no action required.

X. WORKFORCE DEVELOPMENT BOARD MEMBER ROUNDTABLE

Buckingham reported out as outlined in the agenda packet; this will be a new standing item on all future agendas creating a space for members to share insights and challenges, highlight regional trends and identify opportunities.

Board members were asked to identify emerging issues in their areas for discussion at the next WDB meeting. Rana proposed a future Talent Pipeline Management (TPM) overview presentation.

There was discussion regarding the impact of AI on workforce development, including job automation, the need for AI literacy, concerns about the future of work, and whether traditional degrees remain relevant versus roles less vulnerable to automation.

Amy Shulz shared information on successful Sierra College initiatives, a roundtable with California Secretary of Labor and Workforce Stuart Knox, and hosting California Workforce Development Board member Kaina Pereira at Sierra College. Sierra College will also serve as host for the North Far North Regional Consortia.

Scott Alvord noted that small business owners are hesitant to expand due to payroll costs, high labor and supply expenses, and that well-trained individuals are struggling to find employment. He also mentioned the upcoming Placer Valley Business Summit in April 2026.

Information only - no action required.

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

- WDB Bio/introductions (Aydelott)
- Strategic Plan
- Workforce Development Board Bylaws updates
- FY 2025-2026 Agency Budget - Modification
- Nomination Committee
- Proxy Policy amendment

XII. NEXT MEETING

Thursday, January 15, 2026 @ 1:00 pm

XIII. ADJOURNMENT

**Motion** to adjourn meeting at 3:01 pm, by Larkey, second by Miller and Alvord

**Motion** approved unanimously